



County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

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MICHAEL D. ANTONOVICH
Fifth District

April 16, 2008

To: Supervisor Yvonne B. Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to be "WTF", written over the printed name of William T. Fujioka.

DEPARTMENT OF PUBLIC HEALTH REQUEST TO APPOINT JIM GREEN TO THE POSITION OF DEPARTMENTAL CHIEF INFORMATION OFFICER II

Consistent with Board-approved policy on management appointments, the Department of Public Health (DPH) requests authorization to appoint Mr. Jim Green to the position of Departmental Chief Information Officer II, at an annual salary of \$145,695.36 (\$12,141.28/month). This salary places Mr. Green on the 10th step of salary range S14, and represents a 15.56 percent increase over his current salary.

In this position, Mr. Green will function as the Chief Information Officer for DPH and will be responsible for establishing information systems governance structures, directing the development of enterprise systems architecture, developing and implementing information technology initiatives that result in cost savings and improve service delivery, representing DPH in countywide information systems governance and interagency committees, and ensuring that DPH information systems conform to countywide standards. Furthermore, Mr. Green will collaborate with the County's Chief Information Office, Chief Executive Office, other County departments, and State and federal agencies regarding implementation and maintenance of information systems necessary to meet mandated data, information, and reporting requirements.

DPH indicates that Mr. Green has over 20 years of experience in the field of public health and healthcare information systems technology, a majority of which has been with DPH and/or the Department of Health Services (DHS). Mr. Green's professional

Each Supervisor
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background includes information systems experience in the field of sexually transmitted disease, drug abuse, and Human Immunodeficiency Virus (HIV) case management. A copy of Mr. Green's resume and additional information is attached.

Most recently, Mr. Green held the position of Data Elements Coordinator, Health Services. In this position, Mr. Green participated in a countywide human resources task force that updated information technology job classifications. Furthermore, as a Data Elements Coordinator, Health Services, Mr. Green negotiated the purchase of an enterprise software license for Adobe Reader Extensions at approximately 25 percent of the standard retail price. In November 2006 the Data Elements Coordinator, Health Services, item in DPH was reclassified to the Departmental Chief Officer II item. Furthermore, since his appointment to the position of Data Elements Coordinator, Health Services, Mr. Green has assumed all of the responsibilities of DPH's Departmental Chief Information Officer II.

DPH indicates that salary placement for Mr. Green at the 10th step of salary range S14 would be consistent with the level of experience and knowledge that he brings to the position. Based on the information provided by DPH regarding Mr. Green's experience and qualifications, we concur with their request to appoint him to the position of Departmental Chief Information Officer II at the requested salary.

In accordance with the policy on managerial appointments, unless our office is informed otherwise from your offices by April 22, 2008, we will advise DPH that authorization has been granted to proceed with Mr. Green's appointment to Departmental Chief Information Office II at an annual salary of \$145,695.36 effective April 23, 2008.

If you have any questions, please contact me or your staff may contact Richard F. Martinez of this office at (213) 974-1758 or rmartinez@ceo.lacounty.gov

WTF:SRH:SAS
MLM:RFM:bjs

Attachment

c: Executive Officer, Board of Supervisors
Director and Health Officer, Department of Public Health
Director of Personnel

NON-PHYSICIAN MANAGEMENT APPOINTMENT REQUEST

Candidate Name: JIM GREEN

Employee No.: _____

(Check one) NEW HIRE: _____ PROMOTION: **X**

I. FACILITY/PROGRAM

A. Provide organization chart & highlight the position – *Attach electronic copy of organization chart*

SEE ATTACHMENT

B. Describe where the position fits into the management organizational structure:

The position of Departmental Chief Information II (Item # 2576) serves as the Chief Information Officer for the Department of Public Health and reports to the DPH Chief Deputy Director.

C. Describe the duties and responsibilities which reflect the scope and complexity of the position:

The Chief Information Officer (CIO), Department of Public Health, is a member of the Public Health Executive Team and directs the activities of the DPH Information Systems Division. In this capacity, the DPH CIO has responsibility for establishing policy and making decisions for the department regarding DPH information systems. The DPH CIO is also responsible for directing the planning, design, coordination, development, implementation, operation, and maintenance of DPH automated information systems. The Department CIO ensures the continuous operation of disease surveillance, case management, public information, and administrative information systems through management of multiple information and communication systems and projects including data, workflow, voice, imaging, and office automation. In addition, this position leads the department in developing and implementing information technology initiatives that improve cost effectiveness and support the department's strategic plan. As such, the DPH CIO is responsible for the following duties:

- Establishes and operates information systems governance structures within DPH to ensure sound information technology architecture, system interoperability, appropriate support for critical systems, and alignment of information technology initiatives and resources with the DPH strategic plan.
- Directs the development and maintenance of enterprise systems architecture, defining standards and protocols for data exchange, communications, software, and interconnection of the department's health care information systems.
- Leads the department in developing and implementing information technology initiatives that improve cost effectiveness and service delivery.
- Directs development, implementation, maintenance, and compliance monitoring of IT policies and standards relating to the acquisition, implementation, and operation of information technology and communication systems ensuring the integrity, security, and privacy of information is maintained.
- Represents DPH in Countywide information systems governance and interagency committees and task forces.
- Ensures that DPH information systems conform to Countywide standards and works with the County CIO to ensure that Countywide standards are compatible with the business requirements of DPH.
- Confers with the Office of the Chief of Information Officer, Chief Administrative Office, other County departments, and state and federal officials regarding implementation and maintenance of information systems necessary to meet mandated data, information, and reporting requirements.

D. Indicate the candidate's unique qualifications, special skills or abilities, work background or experience, etc.:

Jim Green is an experienced Information Systems manager with a strong background in public health and healthcare information technology, as well as a broad range of technological architectures. He has served variously as project manager or participant in several successful activities relating to the following: Unique, Unified Patient Identifier and Enterprise Pharmacy Information System; employee training program focusing on Business Analysis, Project Management, and Contracting; County-wide HR Task Force updating information technology job classifications; purchase of enterprise software license for Adobe Reader Extensions at approximately 25% of standard retail price; and encounter form scanning systems (IDC), collaboration web applications (Microsoft TeamServices, Windows SharePoint Services, and Project Server).

Mr. Green is well-versed in systems development methodologies and process-oriented approaches to development and has a record of on-time, on-budget, full-feature delivery. He also has a broad private and public sector work background in systems design and programming, project management, data conversion, system interface, software engineering, web applications, and Biostatistical Data Analysis.

In October 2006, Mr. Green was named interim Chief Information Officer for DPH, the second largest municipal public health agency in the United States. DPH is a diverse organization with more than 30 Public Health programs, each with unique information systems requirements. The environment includes a complex set of regulatory and business requirements for information security. Mr. Green assumed executive responsibility for information systems within DPH and for aligning IT investments with the Public Health strategic plan. He is presently charged with launching a complete organizational review and planning process for building capacity to address current public health needs, as well as establishing formal governance structure for IT decision making and performance management and continues to function as the trusted subject matter expert on County-wide HR Task Force for redesign of information technology job classification system.

Mr. Green joined the County of Los Angeles in 1997 as a Data Systems Supervisor I serving in the Sexually Transmitted Disease Program of Public Health where he performed as Director of Surveillance and Information Systems and directed the systems development, office automation, technical support, information technology operations, and data entry organizations. He also directed disease surveillance policy and operations, and coordinated with the federal Centers for Disease Control and Prevention (CDC) and the California Department of Health Services.

His other County work experience includes three years as Senior Manager, Enterprise Projects for the Department of Health Services serving as a Project Manager for the Enterprise Pharmacy and the Unique, Unified Patient Identifier Information Systems, for which he was able to move the project forward to the implementation phase for software and services after more than 15 years of planning. Also while at DHS, Mr. Green served as a subject matter expert on County-wide HR Task Force for redesign of information technology job classification system.

Before joining the County, Mr. Green worked at the UCLA Neuropsychiatric Institute in the Drug Abuse Research Group as an Information Systems Manager and Research Associate responsible to Write software. His professional work background also includes serving as a Biostatistical Data Analyst for the Institute for Health Promotion and Disease Prevention Research of the University of Southern California School of Medicine; experience as an Independent Consultant, including providing the system design and programming for a vaccine distribution audit program for the California Department of Health Services; designing and providing data conversion for HIV service data for a private non-profit healthcare organization; designing and programming a system interface to transfer data from a patient management system to an HIV case management system; and managing the development of a web application for members and the public to review and query provider quality data for a Southern California healthcare insurer. He also served as Director, Solution Development for iSuppli Corp. of El Segundo, CA, where he was responsible for all software engineering: custom J.D. Edwards ERP applications, web sites, data warehouse, custom procurement planning system, and applications for customer and supplier interfaces.

The Department is requesting a salary increase in accordance with Los Angeles County Code 6.08.34C

E. Provide the candidate's résumé or curriculum vitae – Attach electronic copy

SEE ATTACHMENT

F. Identify highest paid subordinate reporting to this position

Name: Anthony Bacon	Employee #:	Title: Information Systems Manager I
Base Monthly Salary: \$9,877.18	Base Annual Salary: \$118,526.16	Salary Schedule: 108 G, Step 5

G. Identify management position above the position requested

Name: Jonathan Freedman

Employee #:1

Title: Administrator, Specialized Health Program
(Acting Chief Deputy, Public Health (UC))

Base Monthly Salary: \$11,982.03

Base Annual Salary: \$143,784.36

Salary Schedule: S13, Step 12

II. HUMAN RESOURCES

Certify that the position is vacant and budgeted

YES ☒ NO ☐

Verify current salary of the individual for whom the request is being submitted.

CURRENT BASE SALARY: Month: \$10,506.24

Annual: \$126,074.88

Salary Schedule: S12, Step 10

NEW HIRE OR PROMOTION: Designate amount of proposed monthly salary based on standard 5.5 increases and/or verify that requested salary is consistent with other managers in the department.

PERCENTAGE INCREASE OVER CURRENT SALARY: 15.56256%

PROPOSED SALARY: Monthly: \$12,141.28

Annually: \$145,695.36

Salary Range: S14, Step 10

Provide listing of all internal equivalent positions within facility/program

Verify that candidate is listed on the appropriate Certification List and is reachable

YES ☒ NO ☐

Jim Green

SUMMARY

- Proven leader of IT organizations.
- Successful project leader with a record of on-time, on-budget, full-feature delivery.
- Commitment to team-building, training, mentoring, and organizational development.
- Well-versed in systems development methodology and process-oriented approach to development.
- Articulate writer and speaker, communicating well with technical and non-technical managers, staff, customers, and partners.
- Experience with a broad range of technologies and architectures.
- Strong background in public health and healthcare information technology.
- Recognized Go-To manager for challenging projects.

EMPLOYMENT HISTORY

County of Los Angeles Department of Health Services

August, 2003 - Present
LOS ANGELES, CA

Senior Manager, Enterprise Projects

- Project Manager for Unique, Unified Patient Identifier and Enterprise Pharmacy Information System.
- Implemented a training program for IRM employees focusing on Business Analysis, Project Management, and Contracting.
- Participated in County-wide HR Task Force updating information technology job classifications.
- Negotiated purchase of enterprise software license for Adobe Reader Extensions at approximately 25% of standard retail price.
- Manager responsible for encounter form scanning systems (IDC), collaboration web applications (Microsoft TeamServices, Windows SharePoint Services, and Project Server).

Self-employed

March 2001 – December 2004
LOS ANGELES, CA

Independent Consultant

- Provided system design and programming for vaccine distribution audit program for California Department of Health Services.
- Designed and performed a data conversion for HIV service data for a private non-profit healthcare organization, earning repeat business.
- Designed and programmed a system interface to transfer data from a patient management system to an HIV case management system.
- Managed the development of a web application for members and the public to review and query provider quality data for a Southern California healthcare insurer.
- Maintained web applications for an accredited Southern California massage school.

iSuppli Corp.

July, 2000 – March, 2001
EL SEGUNDO, CA

Director, Solution Development

- Responsible for all software engineering: custom J.D. Edwards ERP applications, web sites (www.isuppli.com, www.isuppli.net, and www.stanfordresources.com), data warehouse, custom procurement planning system, and applications for customer and supplier interfaces.
- Develop departmental goals and budgets and manage to key business deliverables and budgets
- Establish and enforce technical standards and methodologies.
- Plan technology architecture and application roadmap.
- Department management: budget, status reporting, staffing, invoice and expense approval, organizational development, vendor management, etc.

IAM.COM

October, 1999 – June, 2000
SANTA MONICA, CA

Vice President, Web Development

December, 1999 – June, 2000

- Responsible for all software engineering for <http://www.iam.com>: web site, back-end fulfillment system interfaces, and multimedia processing systems.
- Department management: budget, status reporting, staffing, invoice and expense approval, organizational development, vendor management, etc.
- Took over management of a troubled development project – launch of the company's web site and business – and brought it to successful completion.
- Member of the CEO's Executive Team.

Enterprise Project Manager

October, 1999 – December, 1999

- Scheduled and tracked activities across the enterprise leading to the launch of the web site.
- Provided leadership to the software engineering, database, client-side development, product development, and marketing organizations to ensure collaboration and success.

County of Los Angeles Department of Health Services

August, 1989 – October, 1999
LOS ANGELES, CA
April, 1998 – October, 1999

Chief, Systems Integration

LAC+USC MEDICAL CENTER

- Developed strategic plan for enterprise information architecture and systems integration.
- Managed of software development and systems integration.
- Improved software development processes and reduced risk.
- Coordinated systems development and integration efforts with medical staff.

Director of Surveillance and Information Systems

July, 1990 – April, 1998

SEXUALLY TRANSMITTED DISEASE PROGRAM

- Directed the systems development, office automation, technical support, information technology operations, and data entry organizations.
- Developed and reviewed systems project plans and system specifications; ensured compliance with requirements, deadlines, policy, and law; monitored and tracked project status; managed vendor bids, contract development, and contract monitoring.
- Directed disease surveillance policy and operations, coordinating with the federal Centers for

Disease Control and Prevention (CDC) and the California Department of Health Services.

Data Systems Analyst

August, 1989 – June, 1990

SEXUALLY TRANSMITTED DISEASE PROGRAM

- Managed information systems development, deployment, maintenance, and operations.
- Conducted systems studies, supervising teams of analysts.
- Managed data entry and data management staff.
- Developed a staff of IT professionals to meet needs of the organization.

**Institute for Health Promotion and Disease Prevention Research
University of Southern California School of Medicine**

**May, 1989 – July, 1990
PASADENA, CA**

Consultant – Biostatistical Data Analyst

- Developed data systems for collecting and analyzing research data, managed and analyzed data.
- Provided consultation on health behavior research design and statistical methodology.

**Drug Abuse Research Group
UCLA Neuropsychiatric Institute**

**March, 1989 – August, 1989
LOS ANGELES, CA**

Information Systems Manager / Research Associate

- Wrote software to manage data, select random samples, and analyze data.
- Managed PCs, VAX terminals, and mainframe connectivity.
- Specified, installed, and maintained hardware, software, and telecommunications.
- Supported research staff in the use of various software packages through training and consulting.

**Institute for Health Promotion and Disease Prevention Research
University of Southern California School of Medicine**

**August, 1987 – March, 1989
PASADENA, CA**

Biostatistical Data Analyst

- Managed data sets for large-scale longitudinal health behavior research, analyzed data, selected and developed statistical techniques for complex data structures, wrote computer simulation programs.
- Recruited, trained, and supervised professional and support staff.
- Developed data entry programs and managed data entry.

EDUCATION

Bachelor of Arts

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

CARSON, CA

Major: Psychology

Minor: Statistics

Continuing Education

EL CAMINO COLLEGE

REDONDO BEACH, CA

Business Accounting

Continuing Education

UCLA UNIVERSITY EXTENSION

LOS ANGELES, CA

C, PASCAL, Novell Netware, Internet, Relational Database Systems, Oracle, Visual Basic, SQL Server, Windows 2000

Continuing Education

ESI INTERNATIONAL AND GEORGE WASHINGTON UNIVERSITY

LOS ANGELES, CA

Business Analysis, Project Management, Project Management Organization

AFFILIATIONS AND LEADERSHIP ACTIVITIES**Project Management Institute – Los Angeles**

MEMBER

2006

Los Angeles .NET Developers Group

VICE-PRESIDENT, TREASURER, WEBMASTER

2002 – 2004

MEMBER

2004 – PRESENT

Los Angeles Oracle User Group

MEMBER

1999 – 2002

University of Southern California School of Medicine, Institute for Health Promotion and Disease Prevention Research

BACCALAUREATE PROGRAM IN HEALTH PROMOTION AND DISEASE PREVENTION STUDIES

MASTERS PROGRAM IN PUBLIC HEALTH

ADVISOR, INTERNSHIP AND PRACTICUM COMMITTEE

1998 – 1999

California Department of Health Services Division of Communicable Disease Control

CHAIR, DATA STANDARDS COMMITTEE

ELECTRONIC LABORATORY REPORTING TASK FORCE

1997

PUBLICATIONS AND PRESENTATIONS

- Green J. Codebooks and SAS data steps automated and integrated with a SAS code generator. *Proceedings of the 14th annual SAS Users Group International*. SAS Institute, Cary, NC, 1988.
- Green J, Portigal L, Corrigan A, Chao M, Richwald GA, Bartholomew, RL. *Information Systems for Communicable Disease Epidemiologists: New Directions in Los Angeles County*. Presentation to the American Public Health Association, Atlanta, GA, 1991.
- Green J, Corrigan A, Richwald, GA. *STD*Casewatch: Building quality control into a sexually transmitted disease surveillance and case management information system in Los Angeles County*. Presentation to the American Public Health Association, Washington, DC, 1992.
- Johnstone T, Richwald GA, Green J, Todoroff C. *Underreporting of sexually transmitted diseases by health providers: results of a large survey in Los Angeles County*. Presentation to the American Public Health Association, Washington, DC, 1992.
- Torkko KC, Richwald GA, Green J, Champagne M, Baldwin H. *How does an annual clinical laboratory survey contribute to a sexually transmitted disease control program?* Presentation to the American Public Health Association, Washington, DC, 1992.
- Green J, Johnstone T, Richwald GA, Todoroff, C, Peterson, C. *Underreporting and barriers to STD reporting by private practice physicians in Los Angeles County: results of a major study*. Presentation to the American Public Health Association, San Francisco, CA, 1993.
- Torkko KC, Richwald GA, Green J, Champagne M, Baldwin H. *Changes in sexually transmitted disease testing: results in six annual laboratory surveys in Los Angeles County, 1987-1992*. Presentation to the American Public Health Association, San Francisco, CA, 1993.
- Green J, Richwald GA, Harvey S, Todoroff C. *Does the Public Health Laboratory Have a Role in the Managed Care Environment?* Presentation to the American Public Health Association, Washington, DC, 1994.
- Green J. *Local Health Department Information Systems*. Invited panelist, Conference on public health surveillance of chlamydia trachomatis and neisseria gonorrhoeae in the United States, Centers for Disease Control and Prevention and the Council of State and Territorial Epidemiologists, Atlanta, GA, 1997.
- Greenberg R, Green J, Richwald G, Marty M, Habashi R. *Applying Prevention Principles to the Year 2000 Computer Problem*. Presentation to the National Conference of the Division of Sexually Transmitted Disease Prevention, National Center for STD, HIV, and TB Prevention, Centers for Disease Control and Prevention, Dallas, TX, 1998.
- Invited panelist, Gaining the E-Business Edge: The Customer Transaction Experience, an InformationWeek Forum, Los Angeles, CA, October 3, 2000.

County of Los Angeles
Department of Public Health
Information Systems
(BUDGET DETAIL)

March 14, 2007

DRAFT Version 4.19

